

Cape Ann Transportation Authority  
Board Meeting  
June 3, 2015  
9:30am

Attendance: Administrator Paul Talbot, Felicia Webb, Bill Nelson, David Gardner, Robert Ryan, Stephanie Jackson, Mitchell Vieira, Jim Destino and Jackie LaFlam

Called to order by Jim Destino at 9:30am

Approval of December 13, 2014 minutes

Motion to Approve December 13, 2014 Jim Destino

Seconded- Mitchell Vieira

Vote- Unanimous approval

Paul Talbot announced Stephanie Jackson being added to the voting board as the ADA representative. He explained how CATA works. By law CATA has to advertise for bids to operate the bus service.

Jim Destino, new to the Board meeting asked what was HST and MART which is DayHab, DDS, DMA and DPH, Paul explained each acronym. Mr. Talbot explained that there are two parts to the budget. One part of the budget is the brokerage budget. We have a contract with HST and the Montachusets Regional Transit Authority (MART). Revenues from HST fund transportation services which are level funded as are revenues from MART to provide inspection services.

2016 Budget

Paul Talbot explained in the expenditures we had a wage increase. Also we had a new hire of a transportation coordinator. Our client base is increasing and we needed a Spanish speaking coordinator with benefits. Also our contract service consisted of upgrading our computer system and service maintenance for a one time cost of upgrading. The contract service is fully funded by the state and any extra money is for technology, consulting, and software.

Mitchell Vieira asked why the Authority Counsel was up.

David Gardner explained that there are two suits pending, which one involves the payroll company for CATA. The company had the rights to go into CATA's accounts to send withholdings to the state but they didn't send them for 2012-2013 in the amount of \$24,000. We are the fifth to bring suit against them. We were able to recover \$20,000. The bottom line is everyone got paid at a discount. There are about 30 more companies involved.

Jim Destino made a comment that he had used them for about 20 years but paid his own taxes he did the filing and never had a hint anything was going on.

Dave Gardner said the second issue with this suit is the Federal Taxes \$5,200.00 has to be paid by CATA and if going back further years it could be a lot more.

The second suit is more recent and involves out bidding for transportation for adults with developmental issues. We (Region 6 )and MART went out to bid for the same. American Training has been doing this transportation for years but lost the bid and brought suit against MART and involved CATA in that suit. We don't have any idea if a judge will issue an injunction. We were 90% consistent with the process where MART was not. We do not believe we are under 30B, we are not part of the city and technically we don't fall under that. We chose the low bidder which we have the right to do and we have the right to choose how many clients and create our own routes. American Training is going to have to lay off people and lose a lot of money due to the lose of 4 Regions. They claim the whole process was flawed and handled incorrectly. It is too close to know right now, we were just sued last Monday so it may have to go out to bid again. It is up to the judge to decide that.

Bob Ryan said similar to MART, we have one route and get \$220 a day. We lost that contract which we had been doing it for 10 years. We now have competition with other companies and we lost it for \$.50.

Paul Talbot stated this is the very first problem we have had and Joe Randazza has put out many bids without issues.

Jim Destino asked to keep as all posted on this issue.

Jim Destino also asked why the increase of \$9000.00 for the telephone.

Paul Talbot explained with a new hire we needed to add another line, also upgrade for cell phones, change from Comcast to Ring Central, except for alarms and fax machines. Mr. Destino doesn't know what 5307 is.

Paul Talbot explained that it is federal money used for maintenance purposes.

Mitchell Vieira asked about the 3% wage increase and when does it expire.

Paul Talbot answered it goes from July 1-30 of the last year of the contract.

Mitchell noted there was no breakdown of wages for the CATA administrator.

Paul Talbot said it is under the CATA administration and Joe Randazza is the brokerage operation.

Mitchell Vieira asked to have a breakdown of the wages in the Budget for next year.

Bob Ryan noted for the operating company wages were reduced and also tires were not in the budget last year but are this year.

Mitchell Vieira also asked if it was legal for employees to get a \$25.00 gift from the Business expense.

Bob Ryan quoted saying yes it is because it is private.

Motion to approve the FY2016 Budget Expenditures of \$14,577,380

By James Destino  
Seconded by Mitchell Vieira  
All in Favor

Motion to approve the FY 2016 Budget Revenues of \$14,577,380

By James Destino,  
Seconded by Mitchell Vieira.

Vote: Unanimous

#### Manchester by the Sea

Paul Talbot has been approached about providing service for Manchester by the Sea to join CATA. The town over the years had taken no interest in joining but since has showed renewed interest.

Bob Ryan said we would like to bridge a gap so we can get off of Cape Ann and join other cities. It will not cost Manchester any money to be included.

Jim Destino maybe we can reach out to them again and get them involved.

Paul started discussing the URS RTA Planning Project by stating that we hired a consultant to prepare this plan and submitted several recommendations. We also met with a committee, the next step is a public hearing so we can get input from the people.

Jim Destino is looking for a document of recommendation.

Felicia Webb said we have a draft and will forward it to you.

Paul Talbot said we are looking at areas of interest such as Market Basket from Rockport also the new hotel that is coming. When it is all finalized we will submit it to the Board. Routes have not been changed since 2008.

Bob Ryan noted that we are looking for more routes as well as reverse routes.

#### Veterans Grant

Paul Talbot said we are looking into coordinating for veterans to arrange transportation.

Bill Nelson quoted that Ipswich lost their representative.

Jim Destino said we have a fulltime agent Adam Curcuru and one clerical person in Gloucester for veterans.

Felicia Webb noted that we are working on this project with HBSS. It is a paying service for the veterans.

Jim Destino said we need to find a way that Veterans do not pay and we need to get this out there and let them know it is available. This would be a great selling point as well for Manchester to maybe get on board.

#### Buses

Paul said we are asking the state to fund replacement buses for our fleet, 9 of our buses have reached their life expectancy of 12 years. The state has funded us to buy buses over the next 3 years, 2 buses plus vans next week as well as 3 plus next year and 2016 4 fixed route buses.

Bob Ryan noted that CATA has the oldest fleet in the state we have buses from 1998 and they will be almost 20 years old when we the new ones.

#### Maintenance Award

Paul Talbot, we have received an award from FTA for our Maintenance Display.

Adjournment - 10:45am

Motion by Jim Destino to adjourn

Seconded by Bill Nelson

Vote- Unanimous in Favor